

Spencer County Plan Commission
Third Floor, Court House
ROCKPORT, INDIANA 47635

Theresa Cail
Administrator

649-6010
fax 649-6481

INSTRUCTIONS FOR PREPARING APPLICATION FOR A
REZONING PETITION

THE FOLLOWING INFORMATION MUST BE FILED WITH THE APPLICATION.

1. Notice of Public Hearing: A public hearing prescribed by law requires legal advertisement in a newspaper of general circulation in the City or County at least ten days prior to the date of hearing. The applicant shall assume the cost of this advertisement and Hearing. This is a fee of \$50.00 when initiated by a citizen and \$200.00 when rezoning to Industrial, payable to the Spencer County Advisory Plan Commission.
2. The applicant shall furnish the Spencer County Advisory Plan Commission a list of adjoining property owners along with their last known addresses.
3. A plot drawn to Scale, if possible, and submitted in duplicate showing lot and parcel lines, existing structures, proposed locations of other structures, right-of-way lines of Streets and Alleys and other pertinent rights-of-way, and indicating thereon the Contingent Use applied for in this application.
4. Plans for proposed structures, including floor plans and elevations.
5. If the applicant is not the owner of the affected property, the owner's notarized written permission must be submitted to the Spencer County Advisory Plan Commission.
6. Completed Rezoning Petitions turned in to the Spencer County Advisory Plan Commission by the 1st Friday of the Month will be heard the 4th Thursday of the same month.
7. Additional information as may be required by the Board during the time of the hearing.

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